

## About Our Department



The Finance Department is responsible for the Town of Exeter's Payroll, A/P and A/R. We process payroll and accounts payable warrants for the Town each week. Administer all deposits of revenue and post same to the Town's revenue ledger. Reconcile the Town's cash accounts with the general ledger. Approve purchase order in accordance with Town Purchasing policy.

By doing this the Finance Department ensures that the taxes and fees paid by Exeter residents and visitors are used in a responsible and transparent manner. Our Department has the responsibility of following the purchases of any goods and services. Office supplies to large capital investment projects are all watched by our department to make sure that Exeter's resources are being used as efficiently as possible.

### Web Links

[Purchasing Policy](#)

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